

**CoC Standards, Compliance, and Funding  
Committee  
Minutes  
December 4<sup>th</sup>, 2025  
1:00pm-2:30pm**

[\*\*Join Zoom Meeting\*\*](#)

**Phone: 1 646-876-9923**

**Meeting ID: 88041862364**

Meetings are public. Alameda County residents with lived experience of homelessness are encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person.

**Helpful links:**

- **CoC, Standards, Compliance, and Funding Committee Google Drive:** [https://drive.google.com/drive/folders/1ZcUw-W73sqkW7AS8tHp3ed-NCaZHnEi2?usp=drive\\_link](https://drive.google.com/drive/folders/1ZcUw-W73sqkW7AS8tHp3ed-NCaZHnEi2?usp=drive_link)
- **CoC Standards, Compliance, and Funding Committee Webpage:** <https://everyonehome.org/about/committees/coc-standards-compliance-and-funding-committee/>
- **Acronyms and Glossary:** <https://everyonehome.org/main/continuum-of-care/coc-member-resources/>
- **Alameda County Data Dashboard:** [https://homelessness.acgov.org/data\\_homeless\\_response.page](https://homelessness.acgov.org/data_homeless_response.page)

**Committee Purpose**

The purpose of the CoC Standards, Compliance, and Funding (SCF) Committee will be to support preparation of applications for CoC funding and support the Leadership Board in fulfilling its obligations as outlined in the HUD's CoC Program Interim Rule at 24 CFR 578.8. You can learn more about the Committee Purpose [here](#).

**Meeting Purpose / Overview**

The December meeting of the Standards, Compliance, and Funding (SCF) Committee received an update on the Collaborative Applicant Self-Evaluation Template and began project planning for the Evaluation Definitions Project.

## Agenda

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| <b>1. Welcome, Introductions, and Icebreaker</b> <ul style="list-style-type: none"><li>a. Introductions, Ground Rules, and Agenda</li><li>b. Icebreaker</li></ul>  |
| <b>2. Approval of Minutes</b> <ul style="list-style-type: none"><li>a. <u>Minutes from the November 6, 2025 meeting were approved.</u></li></ul>   |
| <b>3. CoC SCF Committee Public Comment</b> <ul style="list-style-type: none"><li>a. No public comment.</li></ul>   |
| <b>4. Announcements</b> <ul style="list-style-type: none"><li>a. <u>Destination: Home is launching the National Lived Experience Leadership and Advocacy Board (NLEAB)!</u><ul style="list-style-type: none"><li>i. Project Applications are due on Friday, December 19th, 2025, at 5 PM PT. Applications are available here in <u>English</u> <u>Spanish</u>, and <u>Vietnamese</u></li><li>ii. If you need assistance completing and submitting an application, please contact our partners via email at <u>voiceofleaders@destinationhomesv.org</u> or by phone at (408) 430-2829.</li><li>iii. <u>A Frequently Asked Questions (FAQ) document is available here with additional information.</u></li></ul></li><li>b. <u>The US Department of Housing and Urban Development (HUD) has released the 2025 Continuum of Care (CoC) Notice of Funding Opportunity (NOFO).</u><ul style="list-style-type: none"><li>i. The CoC NOFO was released on November 13, 2025. The Leadership Board approved strategic direction and appointed a NOFO Response Team on November 20, 2025.</li><li>ii. The Competition Kick-Off was held on December 3, 2025. The Leadership Board approved both the NOFO Response Team and NOFO Committee, which are both busy at work.</li><li>iii. <u>Visit the EveryOne Home website for timeline and updates.</u></li></ul></li></ul> |
| <b>5. Evidence Based Solutions Committee (ESC) Update</b> (Ms. Shelley Gonzalez and Sunita Garret) <ul style="list-style-type: none"><li>a. The next meeting of the Evidence Based Solutions Committee (ESC) is Thursday, December 11<sup>th</sup> from 11am to 1pm.</li><li>b. For more information about the ESC, including the meeting calendar and agenda, please visit the <u>EveryOne Home website</u>.</li></ul>  |
| <b>6. Collaborative Applicant Evaluation Template Update</b> <ul style="list-style-type: none"><li>a. The SCF Committee will conduct an evaluation of the Collaborative Applicant, consistent with US Department of Housing and Urban Development (HUD) requirements and the expectations outlined in the Governance Charter and Collaborative Applicant Memorandum of Understanding (MOU). For more information about the Collaborative Applicant Evaluation, please review the <u>Collaborative Applicant Evaluation Frequently Asked Questions (FAQ)</u>.</li></ul>   |

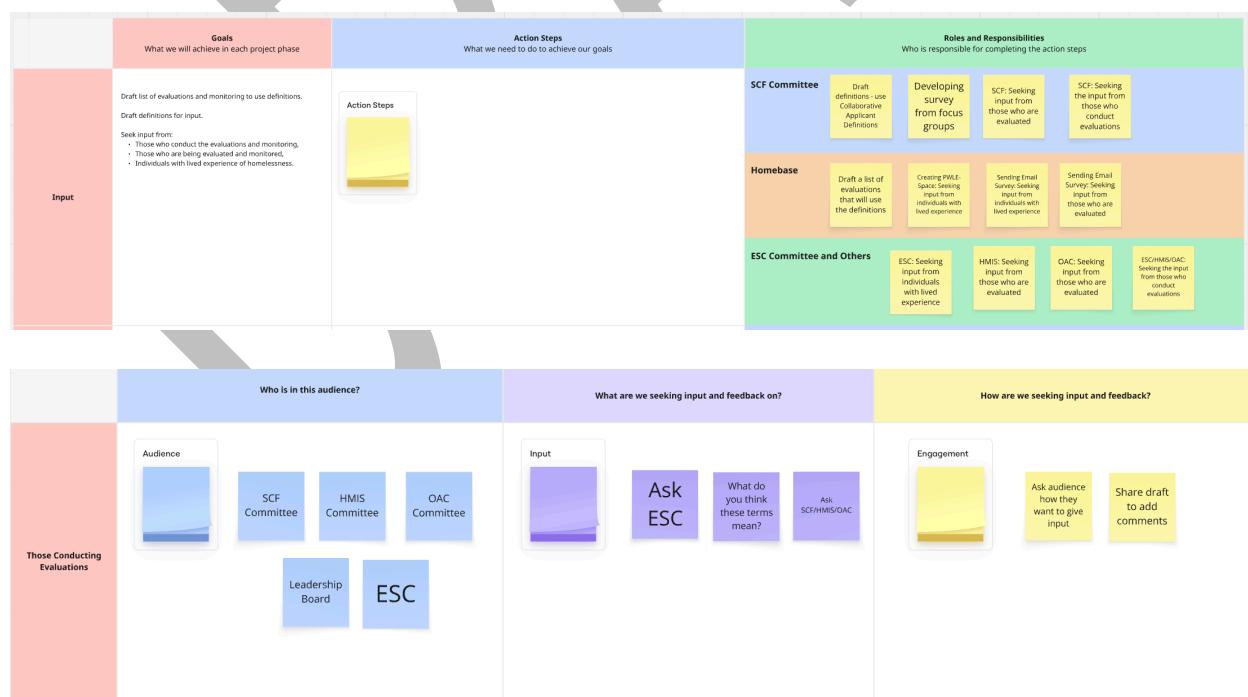
- b. At the October 9, 2025 meeting, the Committee voted to approve the [Collaborative Applicant Evaluation Template](#), but that the template would be supplemented with definitions for the evaluation terms.
- c. At the November 6, 2025 meeting, the Committee members reviewed the final proposed evaluation definitions and voted to add them into the Collaborative Applicant Evaluation Template.
- d. At this meeting, the Committee reviewed the final draft of the [Evaluation Template](#), which has had the definitions added. The Committee also reviewed the next steps for the Collaborative Applicant Evaluation.

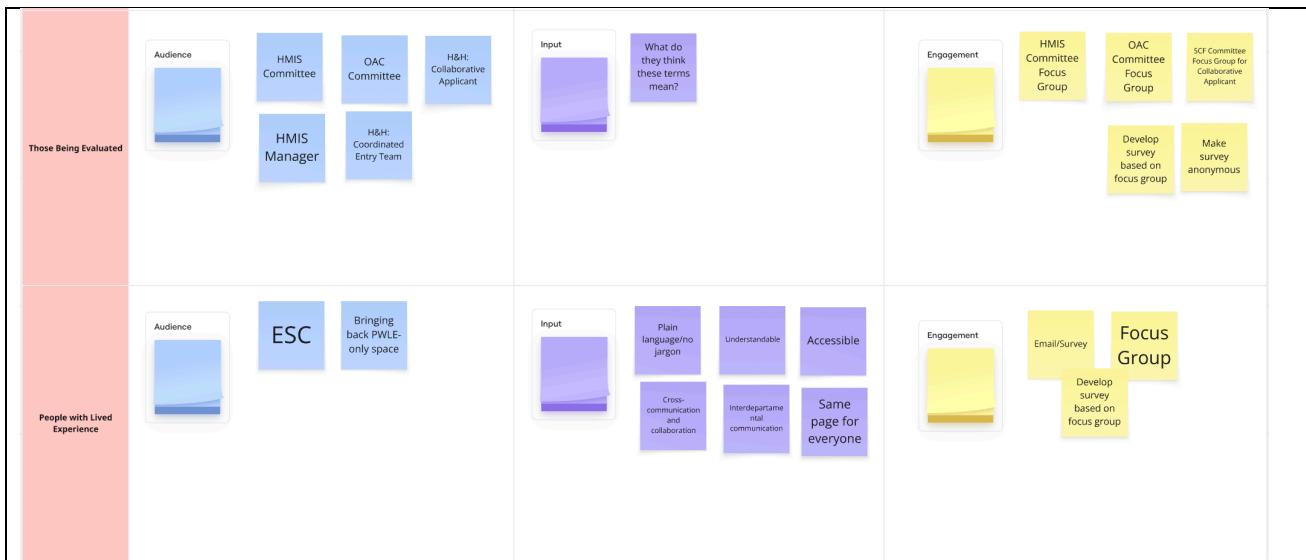
## 7. Evaluation Definition Project Planning

### a. Overview

- i. At the November 6, 2025 meeting, Committee members voted to approve the [Evaluation Definitions Project](#). Through this project, the Committee will recommend that the Leadership Board adopt CoC-wide definitions for the following evaluation terms: Exceeds Expectations, Meets Expectations, and Needs Improvement.
- ii. The purpose of this project is to create consistency, understanding, and transparency among evaluators, those being evaluated, and the community reviewing evaluation results.
- iii. During this meeting, Committee members began project planning and discuss: action steps to complete the project, who will complete the action steps, and how the project will engage with those conducting evaluations, being evaluated, and people with lived experience throughout this project.

### b. Miro Board Project Planning





c. Committee Discussion:

- The Committee reviewed the four phases that were identified in the Evaluation Definitions Project Proposal. The Committee then discussed the action steps that would need to take place in the first phase, Input. The goals in this phase are to:
  - Draft a list of evaluations and monitoring using definitions.
  - Draft definitions for input.
  - Seek input from:
    - Those who conduct the evaluations and monitoring,
    - Those who are being evaluated and monitored, and
    - Individuals with lived experience of homelessness.
- The Committee identified each of these goals as an action step. Homebase had prepared the list of evaluations and monitoring. Jenn recommended that for drafting the definitions, the Committee should use the definitions that were drafted as part of the Collaborative Applicant Evaluation. It would be a baseline and then it wouldn't have to be a too in-depth process. Then we could adjust them with input.
- Once the Committee identified who they would be seeking input from, the Committee next discussed who was in each of these audiences, what input they would be asked to provide, and how their input would be solicited.
- The Committee started by thinking about what input they would seek from people with lived experience of homelessness and how they would seek it.
  - Kris Maun suggested that people with lived experience could provide input on whether the definitions were plain language and understandable with no jargon.
  - Lyn Nesbitt suggested sending out an email survey to people with lived experience.

3. Tunisia Owens suggested in in-person focus group may be better, because other things may come to mind may be able to support folks who are neurodivergent.
4. When discussing audiences, Tunisia Owens recommended that the Evidence-Based Solutions Committee (ESC) was one space that could be used to engage with people with lived experience of homelessness.
5. Lyn Nesbitt suggested that the Committee think about January for timing the focus groups and Kris Maun agreed that there needs to be long-term planning.
6. Ms. Shelley Gonzalez asked why. Kris Maun said that in the Evaluation Definitions Project that we could try and complete the action steps now, but people may not have capacity to complete all the action steps in December.
7. Lyn Nesbitt explained the Committee is trying to figure out how to do a focus group because a survey may not be able to fully capture feedback. They explained that they do have PWLE spaces, but they haven't been held recently. They are also thinking about January or later due to the current NOFO. So, we are now figuring out the how. We could also use long-term planning to figure out how to get input on this project but also make it a community space as well.
8. Ms. Shelley Gonzaelz shared she had a couple things. With the persons with lived experience space not existing anymore, we actually don't know what happened with that. We were there and then it wasn't. I just want to remind staff of that; we had a space. So, anything that we're trying to create to require a focus group for us to sit in a space, we already had that. So, the mistake that Alameda County and this to housing, health, across the board. We make the mistake of planning, talk about it sit down. No, we already know what the goal is, who the target members are, we can collaboratively discuss the action piece. The planning and the talking, people literally fall off, die, move, in that planning phase. So, when it is actually implemented, people have already exhausted out our planning. And because you were our persons with lived experience facilitator and we just stopped having the meetings and Homebase, EveryOne Home, I don't even know who to attribute that to. They didn't say we have to sunset that group for X, Y, and Z. We don't have enough dialogue with staff in order to be aware of what is happening. We're only able to react because we're not a part of the decision-making of it. If you're going to collapse a Committee or no longer allow those people that space that was specifically designed for because we do come with a certain trauma-informed care necessary. So, Ms. Shelley wants to put in on this for educational-training purposes recorded record that we can fix this together. But we have to stop making decisions that we can't be a part of the

conversation until we have someone in crisis disruptive to the space because that. We can get way ahead of those things if we are able to dialogue. So, the two or three things that Ms. Shelley is hearing all include lived experience in it and it would be helpful for us to get some things squared away first. But we don't have all that planning time, that extended plan to discuss it, no. What do you want to know? That's a meeting right there. How do we implement it, how do we put it into motion. That's a meeting right there. That's not months and months.

9. Kris Maun apologized to Ms. Shelley for suggesting that there would be months and months of planning. She clarified her intention was that this meeting would be the space where planning occurred and the future long-term plans would be the implementation. Kris also asked for clarification about the current status of the PWLE-only spaces from Lyn Nesbitt.
10. Lyn Nesbitt agreed that there should have been transparent messaging and a lack of transparent messaging can become traumatic. In terms of bringing back the PWLE-only space and communicating about that, making sure there's a structure that doesn't go away and thinking about a project like this that there might be other projects within the CoC that also need to come to that space. It is also thinking through whether it is a PWLE-only space or whether it is a LEAB – making sure that people feel like they are part of the conversation and not having these meetings without communicating.
11. Ms. Shelley said that she appreciates that buffer but that kind of steps in the way of a little bit of accountability with the authority. You don't have the power. I personally am observing this happening and Lyn doesn't have the power to assign themselves to spaces that takes them away from lived experience spaces. We are so courteous and civilized that we don't allow the ability with whoever holds that power to do that in the first place. We must navigate around each other as colleagues. We can no longer have these tiers of hierarchy; too many urgencies are happening extraneously around our control. Therefore, we have to absolutely understand our roles in each of these tables, and we are colleagues. That hierarchical foolishness, if you have the authority, if you have the power to assign persons somewhere else then you are responsible for making sure that you have a supplemental something in place for that supplant that you just destabilized. We're literally practicing behaviors that we are advocating against. And maybe it is inadvertent and maybe it isn't meant. Ms. Shelley isn't implying that anyone has malicious intent – we want to frazzle our lived experience or any of our employees at the bottom of our totem pole living hand to mouth who don't have power and title. I'm not

insinuating that by any stretch of the imagination. You guys didn't create the system any more than we did. But we are navigating it and allowing it to remain fractured the way it is and it is impossible for us to be successful in reaching our goals. It isn't working. It hasn't been. I'd like to propose that we absolutely have this discussion with the team. At some point the staff who, you know what, we need a couple of our other members, other leaders, to sit in with us and have 10 minutes on the agenda and say, "Hey, I didn't know about this happening, Lyn." Literally, we are modelling in real time exactly what needs to remedied and if you didn't know that and there's a key meeting every whatever the schedule is that means that there is a severe communication deficit. If that's happening with you as a team, more intimately as staff, then imagine what's happening across Committee and between us. So, if we're going to remedy it, let's put it on the record, these things are happening, these things can be resolved, these things require correction, this works well let's keep that. Unless we're actually having a real conversation with staff, not staff taking it back, because that's just one perspective whoever is taking it back. It depends on who you are. If Lyn comes on behalf of lived experience, if Jonathan comes on behalf of lived experience those are two different receptions. The people who believe in rank and file are going to err on the side of Jonathan. Those who understand the holistic aspect of this are going to err on the side of Lyn. So that means that internally, that structure will require some correction. And I yield.

12. Lyn Nesbitt expressed appreciation for Ms. Shelley and creating the space for accountability. Keeping in mind the project plan that we're talking about now and what she's saying, they think it looks like bringing back a space where people with lived experience that the power is balanced that they're also part of the agenda and able to contribute to the space and it's not an afterthought and there's communication there, then it looks like X, Y, and Z. This could be one of the many projects that is brought back. Lyn then invited others to contribute to the project plan and how to seek input from others within the CoC.
13. Ms. Shelley Gonzalez also identified additional areas of input from people with lived experience of homelessness: cross-communication and collaboration, interdepartmental communication, and the same page for everyone.
14. The Committee members agreed that they would seek input from people with lived experience through both an email survey and a focus group.
15. After determining what input the Committee wanted from people with lived experience and on what topics, they identified who would be responsible. The Committee identified that the ESC Committee

would be responsible for a focus group space and Homebase would be responsible for scheduling the PWLE-only space. The questions for the focus group will be generated in the SCF Committee. Homebase will be responsible for sending the email survey to people with lived experience.

v. The Committee next looked at how to engage with the audiences of those who are conducting evaluations and being evaluated.

1. The Committee identified the HMIS Committee and Alameda County Health, Housing and Homelessness Services (H&H) and the staff responsible for HMIS.
2. The Committee identified the OAC Committee and H&H and the staff responsible for Coordinated Entry.
3. The Committee identified the Collaborative Applicant.
  - a. Ms. Shelley Gonzalez asked who the Collaborative Applicant is and whether it changes.
  - b. Kris Maun answer that the Collaborative Applicant is H&H. It could potentially change because it is based on a Memorandum of Understanding between the Continuum of Care (CoC) and H&H. But it is unlikely that it would change because, to her knowledge, there is not another organization with the capacity to be the Collaborative Applicant in Alameda County.
  - c. Ms. Shelley Gonzalez recommended identifying H&H as the Collaborative Applicant in notes.

vi. The Committee was asked what input on the evaluation definitions they wanted from those who are conducting evaluations and those who are being evaluated. Lyn Nesbitt said they would like to know what these terms mean so that we could add in things like what they think exceeds expectations. The Committee members didn't have additional input.

vii. The Committee was asked how they want to seek input on the evaluation definitions they wanted from those who are conducting evaluations and those who are being evaluated.

1. Kris Maun asked if the Committee would want to follow a similar approach to the persons with lived experience approach with focus groups and surveys?
2. Lyn Nesbitt and Kris Maun asked about leveraging Committee spaces so each could provide feedback on the evaluation definitions based on their Committee's role.
3. When asked about the survey, Ms. Shelley Gonzalez asked if the survey could be developed in real time, as we have the conversation and develop the questions that way. Because when we do the raw survey, the raw question development piece, the questions, they are framed in a way that you can capture that very authentic response that you're looking for. Going to build something based on survey responses and if the responses don't fully capture it then we're going

to build something partially, it impacts the effectiveness.

Recommends trying it once in real time, whoever is good with the multitasking piece that can develop those questions while we're having the conversation because not everyone is in that space anyway so we can blast that out to everyone.

4. Ms. Shelley Gonzalez shared that some speak better immediately while others can't quite capture that writing it and the drop box choices might not capture what we're thinking. This conversation right here, the survey, at least 10 questions had to pop in people's heads. Let's cast a wider net approximately 10 participants here and if 3 or 4 are staff, we're doing the math, so that's our data right there. If we want desegregation, we want to know are you spending the money the right way, how you ask a question is going to get a different response.
- viii. Lyn Nesbitt asked if Committee members had anything else for project planning on engagement.
  1. Ms. Shelley Gonzalez responded to be okay with asking because we are here for it. She gets down to the finite, the minutiae, say it out, verbalize it. If we don't verbalize it because we're trying to avoid conflict than how are we, what's authentic about what we're working on when we've withheld like 10 pounds of essential contribution because we were sure should we say that out loud. Should we ask? Please ask. Lived experience is thick skinned, hand to mouth livers, fully employed but struggling, too. Straight answers you're going to get. Throw it out there and offer anonymity in some cases where necessary. Because I got more honest responses of staff because of anonymity than what the principal got during professional development. So that is a point as well.
  2. Lyn agreed this is a good point and sounds good for every party.
- ix. Based on discussion, the SCF Committee will be assigned the task of developing surveys from focus groups with support from Homebase with sending out the survey.
- x. The Committee members were asked about engagement with those who conduct evaluation. It included SCF, OAC, and HMIS Committees who conduct evaluations for the CoC.
  1. Kris Maun asked whether the Leadership Board and ESC should be included in engagement and consulted. The Committee members did not have a response one way or another. Lyn Nesbitt suggested that it would make sense.
  2. Kris Maun asked ESC Liaisons what they would want to weigh in, but there was not a response. Lyn Nesbitt suggested that they be followed up with separately.
- xi. The Committee members were asked what input should be sought from those who conduct evaluations. Kris Maun suggested asking the Committees on what they think the terms mean and ask them how they

want to weigh in. She asked if there were other areas of input or suggested ways of giving input that should be offered.

xii. Kris Maun volunteered that Homebase would take the Miro Board and turn it into an initial action plan for review. She asked Committee members whether they wanted Kris and Lyn to reach out as Homebase staff to other Committees who would be included in engagement to weigh in. Tunisia Owens said that sounded fine.

d. Request for Feedback:

- i. The Committee used a Miro board to facilitate today's discussion and Kris Maun requested feedback on whether this worked well or if there were ways it could be done differently.
- ii. Tunisia Owens said the Miro board and sharing the screen worked, but moving around a lot made it difficult. Kris said in the future they can share the link so people then have the option of looking at the Miro board in their own way or how it is being shown on screen so there are more options.
- iii. Ms. Shelley Gonzalez reminded Homebase facilitators to make sure that updates are happening in any documents, anything happening behind the scenes, make sure the document is in a way that people can add comments. Also to make sure there is a schedule for when we are getting in touch with folks.
- iv. Ms. Shelley Gonzalez requested a refresher on accessing Google Drive. Lyn Nesbitt said this is something that Homebase staff is working on.

8. **Closing**

- a. The January meeting of the Committee is cancelled due to a holiday.
- b. The next meeting of the Committee will be February 5, 2025, from 1:00pm to 2:30pm.

## Committee Members

|                      |  |         |
|----------------------|--|---------|
| Ivan Ortiz           | Operation Dignity  | Present |
| Jennifer Lucky       | Alameda County Health Housing and Homelessness (H&H), Committee Co-Chair | Present |
| Josh Jacobs          | City of Berkeley   | Present |
| Laurie Flores        | City of Fremont  | Absent  |
| Marcell Lloyd        | St. Vincent De Paul  | Absent  |
| Ray Corona           | Covenant House/Youth Advisory Board (YAB), Committee Co-Chair            | Absent  |
| Riley Wilkerson      | Alameda County Health Housing and Homelessness (H&H)                     | Absent  |
| Ms. Shelley Gonzalez | Leadership Board, Evidence-Based Solutions Committee (ESC) Liaison       | Present |
| Stanley Wong         | City of Oakland  | Present |

|                 |  |         |
|-----------------|--|---------|
| Sunita Garrett  | Community Member, Evidence-Based Solutions Committee (ESC) Liaison | Present |
| Tunisia Owens   | Family Violence Law Center   | Present |
| Varon Brown     | Emerging Leaders   | Absent  |
| C'Mone Falls    | City of Alameda  | Absent  |
| Erik Martinez   | Alameda County Office of Education                                 | Absent  |
| Lindal Sambrook | Satellite Affordable Housing Associates                            | Present |
| Annette Sanders | Glad Tidings Community Development                                 | Absent  |

### Public Attendance

- Emily McPartlon
- Lyn Nesbitt, Homebase
- Kris Maun, Homebase

**DRAFT**